•	4 February 1983	25X1
25X1	MEMORANDUM FOR: Director of Communications FROM:	
25X1	SUBJECT: Monthly Report - January 1983	
	1. During the month of January 1983 there were 32 groups with a total attendance of 652 in conference and training activity This compares with 26 groups with a total attendance of 514 groups with an estimated attendance of 531 scheduled for the month of February 1983.	25X1
25X1	2. On 5 January, the Director of Communications awarded retiree, the Certificate of Merit in recognition of her sustained, superior performance of duty while assigned to the	25X1 25X1
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25X1	4. The recruitment efforts at have been steadily increasing over the past months. At the end of January, the Personnel Branch was seeking qualified candidates to fill 15 requirements. These full and part-time vacancies are the result of new requirements and the retirement or reassignment	25X1
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